

## GRADING CRITERIA

### General Provisions

A candidate's grade for a unit is determined upon assessment of performance in required course work and /or examinations. In deciding the grade, due weight is given to the level at which the unit is offered.

The grade of a candidate is recorded as follows:

*PASS (P)* 50-64%

The grade will be awarded where there is evidence that a student has undertaken the required core work for the topic and has demonstrated sound knowledge /understanding /competencies /skills required for meeting topic outcomes and satisfactorily completing essential assessment exercises.

The student would normally have attained a sound knowledge of matter contained in set texts or reading materials, and demonstrated a good general level of familiarity with major academic debates, approaches, methodologies and conceptual tools.

*CREDIT (C)* 65-74%

The grade will be awarded where there is evidence that a student has undertaken all of the required core work for the topic and additional work in wider areas relevant to the topic, and has demonstrated a sound level of knowledge /understanding /competencies /skills required for meeting topic outcomes and completing assessment exercises at a proficient standard.

The student would normally have attained a sound knowledge of matter contained in set texts or reading materials and have done wider reading, and demonstrated familiarity with and the ability to apply a range of major academic debates, approaches, methodologies and conceptual tools.

Students should have a reasonable opportunity of reaching this grade provided they have completed all course requirements, demonstrated proficiency in the full range of course objectives and shown considerable evidence of a sound capacity to work with the range of relevant subject matter.

*DISTINCTION (D)* 75-84%

The grade will be awarded where there is evidence that a student has undertaken all of the required core work for the topic at a high level and considerable additional work in wider areas relevant to the topic, has demonstrated advanced knowledge /understanding

/competencies /skills required for meeting topic outcomes and completing assessment exercises at a high standard.

The student would normally have attained an advanced knowledge of matter beyond that contained in set texts or reading materials and have done considerable wider reading, and have demonstrated a broad familiarity with and facility at applying a range of major academic debates, approaches, methodologies and conceptual tools.

The grade should reflect very high quality work which shows the student generally works at a level which is beyond the requirements of the assessment exercise and is developing a capacity for original and creative thinking.

*HIGH DISTINCTION (H) 85-100%*

The grade will be awarded where there is evidence that a student has undertaken the required core work for the topic at a high level and considerable additional work in wider areas relevant to the topic, has demonstrated the acquisition of an advanced level of knowledge/understanding/ competencies/skills required for meeting topic outcomes and passing the range of topic elements at the highest level.

The student would normally have attained an in-depth knowledge of matter contained in set texts or reading materials and undertaken extensive wider reading beyond that which is required or expected. The student would have consistently demonstrated a high level of proficiency at applying a range of major academic debates, approaches, methodologies and conceptual tools and combining a knowledge of the subject matter of the topic with original and creative thinking.

The grade is reserved for recognition of the highest level of academic achievement expected of a student at a given topic level.

*SATISFACTORY (S)*

The grade will be awarded in a topic that is assessed only on a pass or fail basis, where a satisfactory level of performance and participation has been achieved. The grade may be awarded to reflect:

- that the student has achieved mastery of the topic content; and
- that the student has satisfactorily completed topic requirements or contractual requirements where these form a prerequisite or condition of passing, or continuing with a program of study.

Satisfactory is awarded on a pass/fail basis and a score would not normally be assigned.

*FAIL (N) 0-49%*

The grade will be awarded if a student is unable to demonstrate satisfactory academic performance in the topic or has failed to complete essential topic elements or required assessment tasks at an acceptable level, in accordance with topic objectives.

This grade also applies where there is evidence of gross errors, plagiarism or negligence in regard to the course requirements.

*EXTRA WORK (X)*

This grade is awarded where, in the judgement of the teacher, additional work and/or assessment must be undertaken and completed successfully by the student before confirming the final mark. It can also be used, at the discretion of the teacher, when a student receives an overall mark which is between 47-49%.

It will lead to no grade higher than a pass upon the completion of the extra work by the student. The date of completion will be determined by the relevant lecturer, in light of the relevant SCD policy, normally within a month of the commencement of the following semester. The revised final grade will be submitted to the Academic Standards Committee with the results for the following semester.

It needs an 'Explanation of Grades' Pro Forma to be submitted with the Results sheets for the purposes of monitoring.

#### *EXTENSION (E)*

This grade may be given under extenuating circumstances, such as illness, accident, misadventure or any other serious problem which make it impossible for the student to complete assignment(s) by the end of the semester. An overall extension for a unit may be given when the student has completed at least one of the prescribed assessment tasks. The fact that several pieces of written work for different units are due within a short period is not a valid excuse for the granting of an extension. Students are expected to plan their study, employment and extracurricular activities so that they are able to submit work by the due date. Upon completion of the work any grade can be given. The date of completion is determined by the relevant lecturer, in light of the relevant SCD policy, normally within a month of the commencement of the following semester. The revised final grade will be submitted to the Academic Standards Committee with the results for the following semester. For the purposes of monitoring, an 'Explanation of Grades' Pro Forma should be submitted. A student's request for an extension, in writing, should be available to the monitor.

#### *INCOMPLETE (I)*

This grade is used when normally one of the assessment tasks for a unit is incomplete. The student will have previously provided an explanation to the MI Academic Board in writing clearly stating the reasons that extra time is being sought. It will lead to no grade higher than a pass upon the completion of the work by the student. The date of completion will be determined by the relevant lecturer, in light of the relevant SCD policy, normally within a month of the commencement of the following semester. The revised final grade will be submitted to the Academic Standards Committee with the results for the following semester.

For the purposes of monitoring, an 'Explanation of Grades' ProForma together with student's request in writing needs to be attached.

#### *UNAVAILABLE RESULTS (U)*

This grade is given where grades are unavailable at the time of monitoring of results through no fault of the student. A covering letter by the MI explaining the reasons for U results must be submitted during the Semester Monitoring of Results.

#### *WITHDRAWAL (W)*

The Withdrawal grade is awarded where the student withdraws from a unit in accordance with the rules governing withdrawal.

*IN PROGRESS (IP)*

The In Progress grade is used where a unit of study continues into the following semester. This will automatically flag that no final result is due until the end of the next semester. This grade is also used when a research essay or thesis has been submitted for examination and the final result is still to be resolved.